

PART I. REQUEST FOR REPLACEMENT OF DAMAGED CERTIFICATION LABELS

We request our inspection agency to replace the enclosed damaged certification labels.

Corporate Name:

Facility Name: Inspection Agcy.:

Physical Address:

City: ST: Zip: Phone:

Authorized Rep.: E-mail (opt.):

Mailing Address (if different):

Following certification labels were damaged (all damaged labels must be enclosed)

Beginning Label No.	Ending Label No.	Quantity	Beginning Label No.	Ending Label No.	Quantity

Following replacement certification labels were attached Date attached:

Beginning Label No.	Ending Label No.	Quantity	Beginning Label No.	Ending Label No.	Quantity

PART II. ASSIGNMENT OF CERTIFICATION LABELS

has assigned the following unissued certification labels (inclusive) to the facility identified above. Total Qty.:

Beginning Label No.	Ending Label No.	Quantity	Beginning Label No.	Ending Label No.	Quantity

Authorized Rep.: E-mail (opt.): Date:

INSTRUCTIONS

- MANUFACTURER**
- Complete Part I and print two copies
 - Send one copy and damaged labels to
INDUSTRIALIZED BUILDINGS COMMISSION
505 Huntmar Park Dr., Suite 210
Herndon, VA 20170
 - Send one copy to your inspection agency
- INSPECTION AGENCY**
- After receiving IBC authorization;
 - Log on to IBC Website to assign labels
 - Complete Part II and retain for your records

Rev. 11/09

For IBC use only -

Plant Code:

Transaction: